

INITIAL SCREENING OF INCOMING PAPERS CHECKLIST

Reviewer: _____

Date: _____

APPLICATION NO. _____

1. PETITION TYPE CODE

PETITION TYPE CODE

☐ R137(a) Petition-----501
☐ R137(a) Petition -----509
 (Issue Fee/Dwgs)
☐ R137(b) Petition-----502
☐ R137(b) Petition-----510
 (Issue Fee/Dwgs)
☐ R137(f) Petition-----536
☐ R182 Petition-----519
☐ R183 Petition-----503
☐ R378(b) Petition-----532
☐ R378(c) Petition-----533
☐ R377 Petition-----521
☐ R3.81(b) Petition-----523
☐ R181 Petition-----515
☐ R181 Petition-----504

☐ R28c Petition-----321/320
☐ R47 Petition-----313
☐ R53(e) Petition-----408
☐ R53 (R62 filing date)----410
☐ R10 Petition-----411
☐ Lost Application-----412
☐ R78(a)(3) Petition-----535
☐ R78(a)(6) Petition-----535
☐ R55(c) Petition-----535
☐ R314 Petition-----508
☐ R55(a) Petition-----507
☐ Pet. W/D Abn-----525
☐ R705(b) PTA-Bef iss-----550
☐ R705(d) PTA-Aft iss-----551
☐ R705(c)PTA-SpiteDueCare-552
☐ Other _____

2. LIST PAPERS FILED WITH PETITIONS

<input type="checkbox"/> PreAmdt/Amdt	<input type="checkbox"/> CPA	<input type="checkbox"/> Associate POA
<input type="checkbox"/> Rule 312 Amdt	<input type="checkbox"/> RCE	<input type="checkbox"/> Change of Address
<input type="checkbox"/> Reply/Arguments	<input type="checkbox"/> IDS	<input type="checkbox"/> Revocation/POA
<input type="checkbox"/> Election	<input type="checkbox"/> Terminal Disclaimer	<input type="checkbox"/> Oath/Decl. & POA
<input type="checkbox"/> Notice of Appeal	<input type="checkbox"/> Request CofC	<input type="checkbox"/> Priority Documents
<input type="checkbox"/> Brief (3)	<input type="checkbox"/> Issue Fee	<input type="checkbox"/> Statement 3.73(b)
<input type="checkbox"/> Reply Brief	<input type="checkbox"/> Drawings	<input type="checkbox"/> Rescind Non-Pub Req.
<input type="checkbox"/> Declaration R132	<input type="checkbox"/> Ext Time ()	<input type="checkbox"/> Notice of Foreign Filing

Other Papers _____

3. Is paper a petition to withdraw holding of abandonment: Yes no
 If so, send paper and/or file to appropriate location (*Note: remove any flag set first*):

- a. Nonreceipt of action from TC or assertion that reply was timely filed:
 Send paper to TC _____
- b. Nonreceipt of Missing Parts Notice or assertion that reply was timely filed:
 Send paper to ~~DIRECTOR OIPE - CP2 7D25 (PH: 308-0910)~~ D. DAY CP2-5B26
- c. Assertion of timely payment of issue fee and/or submission of drawings.
 Send petition to Office of Publications: ATTN: Tom Hawkins
- d. Other _____

4. Other: _____

If not handled in Office of Petitions, send paper to appropriate location.

5. Is petition accompanied by assignment papers, fee address, or other paper which needs to be sent to another location? ____ yes ____ no If so, make copy of assignment papers, fee address, or other paper; mail original to proper location and place copy in file with an indication that the original paper(s) has been forwarded to the appropriate location (Assignment Branch; Maintenance Fee Division, etc.)